



**BATON ROUGE
METROPOLITAN AIRPORT**
9430 Jackie Cochran Drive
Suite 300, Terminal Building
Baton Rouge, LA 70807
PHONE (225) 355-0333
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MINUTES

**BATON ROUGE METROPOLITAN AIRPORT
REGULAR MEETING
TUESDAY, SEPTEMBER 1, 2020
3:30 P.M.
AIRPORT 1st FLOOR CONFERENCE ROOM**

1. CALL TO ORDER.

Chairman, Matt Butler called the meeting to order.

2. PLEDGE OF ALLEGIANCE.

The Pledge of Allegiance was led by Mr. Callender.

3. ROLL CALL.

**MEMBERS
ATTENDING**

Mr. Lowery
Mr. Butler
Mr. Callender
Mr. Dodds
Mr. Cleve Dunn Jr.
Mr. Buckley
Ms. Payton
Mr. Profita
Mr. Robinson
Mr. Fife

*Attempted but unable to join WebEx due
to technical difficulties.

**MEMBERS
ABSENT**

*Rep. Carpenter
*Councilman Welch
Mr. Myles

**A/P STAFF
ATTENDING**

Mr. Edwards
Mr. Pierson
Mr. Taffaro
Ms. Nolan
Ms. Wallace
Mr. Morgan
Mr. Alford
Mrs. Cobb
Mrs. Williams
Mr. Caldwell
Ms. Fountain

**OTHERS
ATTENDING**

Mrs. Jan Evans
Mr. Micah Fremin
Mr. Sparky Hoffman
Mr. Alan Krouse
Mr. Kenyata Sparks
Mrs. Bonnie Garrigan

Public Comment Policy

Public comments on any of the items (other than introductions) may be submitted via email to publiccomment@flybtr.com. Comments may be called in at 225-355-0333 from 1:00 – 3:30 pm on Tuesday, September 1, 2020.

CERTIFICATION OF INABILITY TO OPERATE DUE TO LACK OF QUORUM

In accordance with Executive Proclamations JBE 2020-30 and 2020-33, issued by Governor John Bel Edwards on March 16, 2020 and March 22, 2020, respectively, this notice shall serve as a certification of the Greater Baton Rouge Airport Board of Commissioner's potential inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of a quorum as a result of the COVID-19 public health emergency. Pursuant to Section 4 of JBE 2020-30, the Greater Baton Rouge Airport Board of Commissioner will provide for attendance at its next meeting, which will only contain business deemed essential government business, on Tuesday, September 1, 2020, via video conference. A gathering of the entire membership of the Greater Baton Rouge Airport Board of Commissioners, necessary staff, and the public may violate Phase Two of Governor Edwards' limiting public gatherings to 50% of normal capacity. The Greater Baton Rouge Airport Board of Commissioner is composed of thirteen members. The items appearing on the agenda have been deemed essential for the continued conduct of business by the Director of Aviation.

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Airport Commission Minutes
September 1, 2020

Considering the foregoing, and in accordance with Proclamation Numbers JBE 2020-30 and JBE 2020-33, the Greater Baton Rouge Airport Board of Commissioner meeting on Tuesday, September 1, 2020, at 3:30 p.m. will be held via video conference and in a manner that allows for observation and input by members of the public, as set forth in the Notice posted on August 25, 2020.

Mike Edwards
Director of Aviation

4. Approval of the minutes of the regular meeting of August 4, 2020.

A motion was made by Mr. Callender, seconded by Mr. Buckley, to approve the minutes of the regular meeting of August 4, 2020.

There being no opposition, the motion carried.

5. Approval of the minutes of the Contracts Committee Meeting of August 4, 2020.

A motion was made by Mr. Robinson, seconded by Mr. Lowery, to approve the minutes of the Contracts Committee of August 4, 2020.

There being no opposition, the motion carried.

6. Accepting the low bid received for the Annual Contract for Mowing of Lots and Fields at the Baton Rouge Metropolitan Airport. By: Director of Aviation.

Estimate: \$90,000.00

<u>Bidder</u>	<u>Base Bid</u>
WP Enterprise, LLC.	\$ 71,677.00
Bakare's Contractors LLC	\$ 74,658.00
Axe National Management Services, LLC	\$ 87,758.75
H & O Investment LLC	\$ 94,063.10
MCC Landscape & Lawn	\$103,400.00
Foret Contracting Group, LLC	\$183,885.18
Corporate Green LLC Db a Green Seasons	\$191,327.80

Mr. Edwards explained the item to the Airport Commission at this time. After a brief discussion, a motion was made by Mr. Robinson, seconded by Mr. Fife, to approve the item.

There being no opposition, the motion carried.

7. Accepting the low bid received for the Baton Rouge Metropolitan Airport Demolition of Structures for Runway 13/31 Safety Area & RPZ Improvements Project. (CONTINGENT ON GRANT FUNDING.) By: Director of Aviation.

Estimate: \$450,000.00
 DBE Goal: 37%

<u>Bidders</u>	<u>Base Bid</u>	<u>Variance %</u>
Terry Honore Construction Company Inc.	\$ 441,073.00	- 1.98%
Spinks Construction, Inc.	\$ 446,000.00	- 0.89%
KCR Contractors LLC	\$ 465,000.00	3.33%

Mr. Edwards explained the item to the Airport Commission at this time. After a brief discussion, a motion was made by Mr. Dunn Jr., seconded by Mr. Lowery, to approve the item.

There being no opposition, the motion carried.

8. Accepting the low bid for the Baton Rouge Metropolitan Airport Phase IV for Runway 13/31 Safety Area & RPZ Improvements Project. (CONTINGENT ON GRANT FUNDING.) By: Director of Aviation.

Estimate: \$1,400,000.00 \$260,000 \$1,660,000
 DBE Goal: 21%

<u>Bidders</u>	<u>Base Bid</u>	<u>Alternate No. 1</u>	<u>Total</u>	<u>Variance %</u>
Boone Services, LLC	\$ 1,081,426.83	\$ 222,455.45	\$ 1,303,882.28	-21.5%
LA Contracting Enterprise, LLC	\$ 1,072,177.00	\$ 233,792.00	\$ 1,305,969.00	-21.3%
KCR Contractors, LLC	\$ 1,219,019.40	\$ 207,894.73	\$ 1,426,914.13	-14.0%
Hendrick Construction	\$ 1,193,182.28	\$ 258,546.88	\$ 1,451,729.16	-12.5%

Mr. Edwards explained the item to the Airport Commission at this time. After a lengthy discussion, a motion was made by Mr. Callender, seconded by Mr. Robinson, to approve the item.

There being no opposition, the motion carried.

9. **Accepting the low bid received for the Baton Rouge Metropolitan Airport Phase I for Runway 13/31 Safety Area & RPZ Improvements Project. (CONTINGENT ON GRANT FUNDING.) By: Director of Aviation.**

Estimate: \$3,772,416.00
DBE Goal: 12%

<u>Bidders</u>	<u>Base Bid</u>	<u>Variance %</u>
Boone Services, LLC	\$ 2,624,000.00	-30.4%
Magee Excavation & Development, LLC	\$ 2,744,000.00	-27.3%
Merrick, LLC	\$ 2,844,544.50	-24.6%
KCR Contractors, LLC	\$ 3,003,646.96	-20.4%
Hendrick Construction	\$ 3,373,122.66	-10.6%
Barber Bros. Contracting Co., LLC	\$ 3,426,231.02	- 9.2%
Brown Industrial Construction	\$ 3,454,297.20	- 8.4%
Lemoine Company, LLC	\$ 3,457,062.14	- 8.4%
Command Construction, LLC	\$ 3,468,888.00	- 8.0%
LA Contracting Enterprise, LLC	\$ 3,492,006.05	- 7.4%
Byron E. Talbot Contractor, LLC	\$ 3,667,245.50	- 2.8%
Cycle Construction Company	\$ 3,779,299.00	0.2%
JB James Construction, LLC	\$ 4,333,916.25	14.9%

Mr. Edwards explained the item to the Airport Commission at this time. Mr. Robinson, then questioned the steps that are being taken to make our neighbors aware of the work being performed. Mr. Edwards, provided the Commission with a lengthy response to address these concerns. After a brief discussion a motion was made by Mr. Callender, seconded by Mr. Fife, to approve the item.

There being no opposition, the motion carried.

10. **Authorization for the Mayor –President and/or Chairman of the Airport Commission to execute Supplemental Agreement No. 4 with Volkert, Inc. to provide Final Plan Revisions, Construction Administration, and Real Estate Appraisal Services for Runway 13/31 Safety Area/RPZ Improvements in an amount not to exceed \$ 202,707.00. (CONTINGENT ON GRANT FUNDING.) By: Director of Aviation.**

Mr. Edwards stated that Supplemental Agreement No. 4 with Volkert, Inc. is for Final Plan Revisions for Phase 1 that includes Construction and Real Estate Appraisal Services. Mr. Lowery, then questioned the DBE compliance for this project. Mr. Edwards, called on Mrs. Jan Evans with Volkert, Inc. to provide a detailed response to the Commission at this time. After a brief discussion a motion was made by Mr. Buckley, seconded by Mr. Fife, to approve the item.

There being no opposition, the motion carried.

11. Receiving a report on the FY 2021-2023 DBE Goal and Methodology. By: Director of Aviation.

Mr. Edwards called on Mr. Pierson, and Mrs. Bonnie Garrigan, to explain the FY 2021-2023 DBE Goal and Methodology. Mr. Pierson allowed Mrs. Garrigan to explain the item to the Airport Commission at this time. After explanation of the item Mrs. Garrigan opened up the floor for comments and concerns. After a lengthy discussion a motion was made by Mr. Callender, seconded by Mr. Fife to approve the item.

There being no opposition, the motion carried.

Mr. Buckley exit meeting 5:10 pm.

Mr. Cleve Dunn Jr. exit meeting 5:15pm.

12. Status Report – Report was presented by Mr. Edwards, Director of Aviation.

Mr. Edwards explained the item to the Airport Commission at this time. Mr. Edwards asked Mr. Fremin with Volkert, Inc. to further explain the item and answer any additional questions by the Airport Commission. After a lengthy discussion, a motion was made by Mr. Callender, seconded by Mr. Fife, to approve the item.

There being no opposition, the motion carried.

13. Public Relations /Marketing Report – Report will be given at the October meeting.

14. Financial Report – Report was presented by Kenya Wallace, Assistant Business Manager.

A motion was made by Mr. Callender, seconded by Mr. Fife, to accept the report.

There being no opposition, the motion carried.

15. Business Development Report – Report will be given at the November meeting.

16. Administrative Matters.

Chairman, Matt Butler announced there was an Administrative Matter item to be heard and requested a motion to waive the rules.

A motion was made by Mr. Fife, seconded by Mr. Callender, to waive the rules to add an Administrative Matter item to the agenda.

There being no opposition, the motion carried.

Chairman Mr. Butler, read the item below:

Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute Amendment No. 1 to the lease agreement with the State of Louisiana, Department of Health and Hospitals to lease 26,000 square feet of air cargo space at a rental rate of \$5.50 per square foot for a total of \$11,917.00 per month. By: Director of Aviation

Mr. Edwards explained the item to the Airport Commission at this time. After a brief discussion, a motion was made by Mr. Lowery, seconded by Mr. Callender, to approve the item.

There being no opposition, the motion carried.

17. Adjourn.

A motion was made by Mr. Fife, seconded by Mr. Lowery, to adjourn the meeting. The meeting adjourned at 5:59 p.m.

RESPECTFULLY SUBMITTED,

Mike Edwards

Mike Edwards
Director of Aviation

ME/lw